

27 October 1958

OFFICE OF NATIONAL ESTIMATESMission

O/NE exists for the purpose of producing and coordinating National Intelligence Estimates for approval by the Director and the United States Intelligence Board (USIB) and subsequent circulation to the White House, the National Security Council and other high level policy and intelligence consumers of national intelligence. Although O/NE performs various miscellaneous tasks, mainly to provide supplementary estimative support to the Director and other special recipients, these tasks all flow from and are subordinate to O/NE's responsibilities for production of NIE's.

In carrying out its mission, O/NE acts as the focal point of a community-wide production effort designed to assure that the knowledge and judgments of USIB member organizations, specialized USIB subcommittees and other intelligence-producing components of CIA are all properly brought to bear in the production of national intelligence for top policy-makers. Working in close cooperation with the USIB Secretariat, O/NE has the administrative responsibility for setting the estimative machinery in motion and guiding the production and coordination process up to the point of final USIB consideration. Substantively, O/NE has primary responsibility for determining the scope, format, and estimative content of NIE's, although the finished estimates emerge as genuinely joint products, in incorporating the corrections and suggestion brought out in the course of coordination meetings as well as materials submitted by USIB member organizations and other contributors prior to preparation of the O/NE draft.

### Organization

O/NE contains three major components:

#### The Board of National Estimates

A group of up to about a dozen senior officers, headed by the Assistant Director as chairman and including the Deputy Assistant Director as ex officio member and executive secretary, who have been appointed with the Director's approval on the basis of broad experience and judgment in international and national security affairs or related academic pursuits. Although some Board members are long-time intelligence specialists, others have been drawn from the policy and operating side of the government or from civilian life. Two or three are usually retired generals or admirals.

As the DCI's principal advisory body on estimative matters, the Board bears major responsibility for making sure that national estimative output is adequate in scope and quality. Sitting as a body, the Board critically reviews all draft estimates before they are circulated to the USIB members for concurrence. With the assistance of one or more of his colleagues and the responsible staff member, one of the Board members thereafter steers each estimate through the process of coordination.

### The Estimates Staff

A group of about <sup>15-</sup>20 intelligence officers, headed by a Chief of the Estimates Staff and divided into four geographical sections, covering respectively the Far East, the Middle East, Eastern Europe, and Western Europe, Africa and Latin America. The chiefs of the geographical staff sections, normally selected for their broad intelligence experience and judgment as well as for specific area knowledge, are collectively known as the General Group.

The Estimates Staff is responsible for setting up detailed terms of reference for projected estimates, preparing initial drafts for Board consideration, and providing specialist support during the coordination process. In addition, it is frequently called upon to advise the Board (and through it the Director) regarding developing international situations and trends and to provide expert support in various other matters. To carry out these functions, Estimates Staff members must systematically assess developments in their respective areas of responsibility and keep in close touch with their opposite numbers in other parts of the intelligence community.

### The Support Staff

Provides administrative support for the Board and the Estimates Staff. It includes an information control unit, a reading room and reference center, and a publications unit, as well as research and secretarial personnel.

Special Relationships

O/E maintains a special Panel of Consultants, made up of distinguished non-governmental experts in foreign affairs, with whom selected members of the Board and Staff meet about once a month to discuss work in progress. Individual Consultants are also called in from time to time to participate in preparation and coordination of estimates on their specialties.

A number of Board and Staff members are normally detached for special duty in related assignments. One Board member currently represents the DCI on the Net Evaluation Sub-Committee. A senior member of the Estimates Staff is detailed to assist the DD/I in carrying out his responsibilities as CIA Advisor to the NSC Planning Board,

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